

nuit blanche reading uk

contemporary arts 14-15 October 2011



Finding a venue and further information required.

1. Do they have public liability of at least £5,000,000

2. What kind of venue is it?

* What kind of licence do they currently hold (i.e. check if it is a pub and you are singing that they have a licence for live music)

* Will they need to apply for a temporary event notice? (further information on Temporary Event Notices is at the bottom of this info sheet)

3. Risk Assessment - using the attached form you will need to write a risk assessment for the event and venue

4. Each venue will need to be responsible for its own security and safety

5. What kind of event are you proposing - does it fit within the venues proposed licensing and their licensed hours?

6. If alcohol is being served make sure that the venue is not in an alcohol free zone and that you have the necessary permissions to serve alcohol (or licenced to sell alcohol)

Info regarding Temporary Event Notices: Regulated entertainment activities include:

- * the performance of a play
- * an exhibition of a film
- * an indoor sporting event
- * boxing or wrestling entertainment
- * a performance of live music
- * any playing of recorded music
- * a performance of dance
- * or entertainment of a similar description to live music, recorded music or dance

Exemptions:

* for the purposes of or purposes incidental to religious services or meetings or at places of public religious worship

* morris dancing

* incidental music - the performance of live music or the playing of recorded music if it is incidental to some other activity which is not itself regulated entertainment

* garden fetes - or functions or events of a similar nature if not being promoted or held for purposes of private gain

* film exhibitions for the purposes of advertisement, information, education, etc. - if the sole or main purpose of the exhibition of a film is (a) to demonstrate any product; (b) advertise any goods or services, or (c) provide information, education or instruction

* film exhibitions: museums and art galleries - where an entertainment consisting of the exhibition of a film, is, or forms part of, an exhibit put on show for any purposes of a museum or art gallery

* use of television or radio receivers - where entertainment consists of the simultaneous reception and playing of a programme included in a programme service within the meaning of the Broadcasting Act 1990 (however, showing pre-recorded entertainment would require a licence)

* vehicles in motion - i.e. where the provision of entertainment or entertainment facilities take place (a) on premises consisting of or forming part of a vehicle, and (b) at a time when the vehicle is not permanently or temporarily parked

If you wish to sell alcohol then you would need to apply for a Temporary Event Notice. If the alcohol is complimentary and is not linked to a ticket price or any other offer, then you do not need a temporary event notice.

A maximum of 5 Temporary Event Notices can be applied for by an individual in any one calendar year. This increases to 50, if the applicant holds a Personal Licence.